



All communications should be addressed to  
**"THE DIRECTOR- GENERAL"**  
P.O. Box CY342,  
Causeway,  
Harare  
Zimbabwe

26 March 2024

ATT: Sales

**REQUEST FOR QUOTATION – (RFQ 14/02/24) –A/DIRECTORS OFFICE**

Zimbabwe National Statistics Agency would like to procure services to repair the following printer;

Item No.	Goods Description	Quantity	Unit of Measure	Unit Price (ZWL)	Total Cost (ZWL)
1	Repair of LaserJet enterprise MFP M430 printer	1			
2	Batteries, Remote control	8			
<b>Grand Total</b>					

**NB; Suppliers are required to do a machine view before sending their quotations**

**NB: Kindly quote in the above shown format.**

If interested, you are requested to submit a comprehensive quotation for **genuine goods only**.

Brochure of the same should also be submitted.

**Mandatory Requirements;**

- a) PRAZ Registration Certificate
- b) Certificate of Incorporation in the country of domicile
- c) Valid Tax registration Certificate
- d) Proof of Track record
- e) 30 day quote validity

***Failure to provide the above will result in automatic disqualification of your quotation***

You are kindly requested to compile a financial proposal in accordance to the information captured in table above and indicate the following:-

(i) Payment terms

(ii) Currency used is ZWL \$ only, any other currency will not be acceptable

(iii) Your quote validity

(iv) All costs that make up the total acquisition costs should be indicated separately as hidden costs will not be considered.

(v) Name of the contact person to address issues raised by ZIMSTAT.

**Quotations should be on company letterheads.**

**Your proposal must be e-mailed to [e-tenderbox@zimstat.co.zw](mailto:e-tenderbox@zimstat.co.zw) on or before the closing date and time, 02 April 2024 @1000hrs**